

**P L A N N I N G   C O M M I S S I O N**

**ACTION MINUTES**

**TUESDAY, OCTOBER 18, 2005**

Chair Parsons called the meeting to order at 7:00 p.m. at the Belmont Council Chambers.

**1.        ROLL CALL:**

Present, Commissioners:        Parsons, Dickenson, Frautschi, Gibson,  
Wozniak, Horton

Absent, Commissioners:        Long

Present, Staff:                                Interim Community Development Director  
de Melo (ICDD), Contract Planners Andrea Ouse and Colette Meunier (CP),  
City Attorney Zafferano (CA), Acting Recording Secretary Tompkins

**2.        AGENDA AMENDMENTS:                                None**

**3.        COMMUNITY FORUM (Public Comments):**

Robert Mayer, representing Neighborhoods First, addressed the Commission to lodge complaints about student and alumni activities at Charles Armstrong School. He noted that they have contacted the City's Code Enforcement Officer, and also presented a letter to the Commission detailing their grievances.

**4.        CONSENT CALENDAR:**

**4A.       Minutes of August 2, 2005**

**MOTION:        By C Frautschi, seconded by C. Horton, to accept the  
Minutes of August 2, 2005 as                                presented.**

**Ayes:                                Frautschi, Horton, Gibson, Wozniak,  
Dickenson, Parson**

**Noes:               None**

**Absent:            Long**

**Motion passed 6/0/1**

**5.       PUBLIC HEARINGS:**

**5A.     PUBLIC HEARING – 545 Chesterton**

To consider a Single-Family Design Review to add a two-story 1,049 square foot addition to the existing single-family residence.

APN: 040-281-230; Zoned: R-1C (Single-Family Residential)

CEQA Status: Recommended Categorical Exemption per Section 15301

Applicant/Owner: David and Cynthia Pellegrini

ICDD de Melo introduced CP Colette Meunier, who summarized the staff report, recommending project approval subject to the Conditions attached to the draft resolution.

There were no questions from the Commission.

Chair Parsons opened the Public Hearing. No one came forward to speak.

**MOTION:    By C Frautschi, seconded by C Gibson, to close the public hearing. Motion passed.**

Commissioners were in agreement that the project will be a great addition to the neighborhood.

**MOTION:    By C Frautschi, seconded by VC Dickenson, to adopt the Resolution approving a Single-Family Design Review for 545 Chesterton Avenue, subject to the Conditions of Project Approval attached as Exhibit A (Appl. 2005-0048)**

**Ayes:               Frautschi, Dickenson, Gibson, Horton,  
Wozniak, Parsons**

**Noes:               None**

**Absent:            Long**

## **Motion Passed 6/0/1**

Chair Parsons noted that the item may be appealed to the City Council within ten days.

### **5B. PUBLIC HEARING – 1520 El Verano Way**

To consider a Single-Family Design Review to add a 610 square foot two story addition to the rear of an existing single-family residence. (Appl. No. 2005-0044)

APN: 045-102-170; Zoned: R-1H (Single Family Residential)

CEQA Status: Recommended Categorical Exemption per Section 15301

Applicant/Owner: Russell Sherman

CP Meunier summarized the Staff Report, recommending approval subject to the conditions attached to the draft resolution.

Responding to C Gibson's question, CP Meunier explained the difference in R1H and R1 zoning.

Chair Parsons opened the public hearing. No one came forward to speak.

**MOTION: By C Gibson, seconded by VC Dickenson, to close the Public Hearing. Motion passed.**

Commissioner Gibson commented that he felt the addition was somewhat "boxy."

There were no further comments from the Commission.

**MOTION: By C Gibson, seconded by VC Dickenson, to adopt the Resolution approving a Single-Family Design Review for 1520 El Verano Way, subject to the Conditions of Approval attached as Exhibit A (Appl. 2005-0044)**

**Ayes: Gibson, Dickenson, Frautschi, Horton, Wozniak, Parsons**

**Noes: None**

**Absent: Long**

**Motion Passed 6/0/1**

Chair Parsons noted that the item may be appealed to the City Council within ten days.

## **5C. 1548 Sunnyslope Avenue**

To consider a Single-Family Design Review to add a 452 square foot addition resulting in a total of 3,099 square feet for the existing single-family residence. (Appl. No. 2005-0037)

APN: 045-274-050; Zoned: R-1C (Single-Family Residential)

CEQA Status: Recommended Categorical Exemption per Section 15301

Applicant: Randy Grange

Owner: Bert Schroeder

ICDD de Melo summarized the staff report, recommending project approval subject to the findings in the attached draft resolution and conditions of approval.

Answering questions from the Commission, ICDD de Melo clarified zoning code 2.60, the definition of "habitable," and determined that the subject house, which was built in 1929, is not on the Historical Register.

Randy Grange, applicant and architect for the project, noted that the proposed changes will brighten up the house and will not be visible from the street. Discussion ensued regarding the widening of the driveway; staff will work with the applicant to determine the most appropriate area to be widened.

Chair Parsons opened the public hearing. No one came forward to speak.

**MOTION: By C Frautschi, seconded by VC Dickenson, to close the public hearing. Motion passed.**

C Wozniak expressed her support of the project, and C Frautschi added that he will ask for a landscape plan.

**MOTION: By C Frautschi, seconded by VC Dickenson, to adopt the Resolution approving a Single-Family Design Review for 1548 Sunnyslope Avenue, subject to the Conditions of Approval attached as Exhibit A and the submission of a Landscape Plan prior to the issuance of building permits. (Appl. 2005-0037)**

**Ayes:**                      **Frautschi, Dickenson, Gibson, Horton,  
Wozniak, Parsons**

**Noes:**                      **None**

**Absent:**                      **Long**

**Motion Passed 6/0/1**

Chair Parsons noted that the item may be appealed to the City Council within ten days.

**5D.     PUBLIC HEARING – 2007 Bishop Road**

To consider a Tentative Parcel Map and Mitigated Negative Declaration to subdivide one 149,886 square foot lot into three lots. The existing lot contains a church structure and detached garage that will be removed and an existing house that would remain on Lot 3 until a new house is permitted. Lot 1 is proposed to be 32,101 square feet in size and Lot 2 is proposed to be 31,531 square feet in size. (Appl. No. 2004-0072)

APN: 043-010-240; Zoned: HRO-1 (Hillside Residential and Open Space)

CEQA Status: Mitigated Negative Declaration

Richard Tapp (Applicant)

Cynthia Christopher (Owner)

ICDD de Melo welcomed Planner Andre Ouse back into the Department as a Contract Planner. CP Ouse summarized the staff report, recommending approval of the proposed Tentative Parcel Map application and certification of the Mitigated Negative Declaration.

Staff answered questions from the Commission, and introduced members of the applicant's consulting team: Bruce McDonald, Landscape Architect, Richard Tapp, Architect, and Kevin

Kilty, Main Tree Company. Discussion ensued regarding potential number of houses, tree removal, driveway demolition, mitigations, and bat nests in the church.

Chair Parsons opened the public hearing. No one came forward to speak.

**MOTION: By VC Dickenson, seconded by C Frautschi, to close the public hearing. Motion passed.**

C Frautschi mentioned that a neighbor's main concern had to do with the environmental impact. He can support the project because the parcels are substantial and the Planning Commission will still have control.

C Horton and C Wozniak felt that the subdivision sizes and change of use are appropriate.

C Gibson felt that it is a good development for the neighbors and that three houses are appropriate. He suggested a combined driveway and preservation of the cross.

VC Dickenson concurred except that he felt the combined driveway could invite legal issues.

Chair Parsons supported the project, but would have preferred to see the proposed houses at the same time as this submittal.

**MOTION: By C Frautschi, seconded by VC Dickenson, adopting Resolution approving  
a Tentative Subdivision Map for 2007 Bishop Road (Appl. 2004-0072)**

**Ayes: Frautschi, Dickenson, Gibson, Horton, Wozniak, Parsons**

**Noes: None**

**Absent: Long**

**Motion Passed 6/0/1**

**MOTION:** By C Frautschi, seconded by VC Dickenson, approving a Resolution adopting a Mitigated Negative Declaration of Environmental Significance for a three-lot subdivision at 2007 Bishop Road (Appl. 2004-0072)

**Ayes:** Frautschi, Dickenson, Gibson, Horton, Wozniak, Parsons

**Noes:** None

**Absent:** Long

**Motion Passed 6/0/1**

Chair Parsons noted that the item may be appealed to the City Council within ten days.

## **6. REPORTS, STUDIES, UPDATES AND COMMENTS**

ICDD de Melo reported that two appeals have been filed on previous Planning Commission actions: 2303 Casa Bona and 905 South Road. One will be heard by the City Council in November and the other in December.

Responding to VC Dickenson's question regarding tracking of projects, ICDD de Melo reported staff is now seeing some movement with the backlog of projects.



C Frautschi raised a question about an encroachment permit at Hillman and North that was denied by the Public Works Department. ICDD de Melo will forward to the Public Works Department.

C Frautschi had heard a rumor that the Post Office on Malcom is losing its lease and will be forced to move. ICDD de Melo will investigate.

C Wozniak asked about an appeal for 223 Coronet. CA Zafferano replied that the case has been settled in Belmont's favor and the appellant will apply for an FAR.

VC Dickenson reported that an update on the Permit Efficiency Task Force will be presented at the 10/25 Council meeting.

Discussion ensued regarding how staff proposes to respond to the complaint regarding Charles Armstrong School. CA Zafferano stated that he will work closely with staff to be sure there is a basis for the complaint and will plan to report back to the Commission in November.

**7. PLANNING COMMISSION LIAISON TO CITY COUNCIL MEETING  
OF TUESDAY, OCTOBER 25, 2005**

Liaison: Commissioner Long

Alternate Liaison: Commissioner Wozniak

Since C Long will be away, C Wozniak will plan to attend the meeting.

**8. ADJOURNMENT:**

The meeting adjourned at 8:17 p.m. to a regular meeting on Tuesday, November 1, 2005 at 7:00 p.m. at One Twin Pines Lane, 2<sup>nd</sup> Floor Council Chambers.

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Carlos de Melo

Interim Planning Commission Secretary